

**INCORPORATED VILLAGE OF MALVERNE**  
**Meeting of the Board of Trustees**  
**Regular Monthly Meeting**  
**December 3, 2025**  
**Minutes**

**Present**

Timothy H Sullivan	Village Clerk Jill Valli
Deputy Mayor Scott Edwards	
Trustee Carl Prizzi	
Trustee Lori Lang	
Trustee Megan O'Rourke Schutta	

The meeting was called to order at 7:30 p.m.

Pledge to the Flag was recited followed by a moment of silence in memory of Nancy Montoya, Anthony Santino, Anne Zaccaro, and Sgt. Roger Ruege.

The Mayor administered the Oath of Office for Police Reserves Promotions to Inspector George Leppard, Deputy Inspector Andrew Chernoff, Captain Christopher Simmons, and Lieutenant Jack McCarran.

Mayor's Update – Bond, Spruce, and Oak have been paved, Walker, Coolidge, Home and Clinton from Cornwell to the dead end will be paved next week. Liberty Water and National Grid will be replacing mains on Hempstead Avenue right after the New Year. Congratulations to the Bridge Church on their 75<sup>th</sup> Anniversary. He reminded the residents to check the Village Calendar for upcoming events. The Historical Gala is this Friday beginning at 7:00 p.m. The MTA/LIRR is installing full surveillance and access control for the train station house.

**Department Reports**

DPW – Trustee Prizzi announced the Holiday sanitation schedule changes.

Malverne TV – Trustee Prizzi announced that Malverne TV will be broadcasting live beginning at 5:00 p.m.

Celebrations – Trustee O'Rourke-Schutta reviewed the weekends activities for the Lighting of Malverne. The Mayor thanked this year's sponsors.

The Mayor thanked Madison from the Herald for her reporting of all things Malverne.

**Public Input**

Malverne Chamber of Commerce – President Elizabeth Krull – Thanked the 98 members of the Chamber for an amazing year. She reported that the Chamber was awarded a grant from PSEG that will be used to beautify the downtown.

## **Announcements**

1. The filing deadline for all Partial Exemptions from Real Property Taxes for Senior Citizens, Veterans, and Fire Volunteers is December 31, 2025. Applications are available at Village Hall and on the Village website.
2. The Lighting of Malverne is this Saturday, December 6<sup>th</sup>. The Lighting of the Tree and Blessing of the Creche will begin at 5:30 p.m. at the fountain. The full evening schedule is listed on the Village website: [malvernevillage.org](http://malvernevillage.org).
3. The Malverne Fire Department is conducting their Toys-for-Tots drive. Donation boxes are located at Village Hall and the Library until December 15<sup>th</sup>
4. Village Hall and the DPW will be closed on Thursday, December 25th in observance of Christmas and Thursday, January 1<sup>st</sup> in observance of New Years Day.
5. The Lighting of the Menorah is Sunday, December 14<sup>th</sup> at 5:30 p.m. at the Malverne Train Station.
6. On behalf of the Board of Trustees I would like to wish all of our residents a Happy Chanukah, Blessed Christmas and a Happy New Year.

**At 8:10 p.m. a motion was made Deputy Mayor Edwards, seconded by Trustee Prizzi and carried, to close the meeting and adjourn.**

**INCORPORATED VILLAGE OF MALVERNE**  
**Meeting of the Board of Trustees**  
**December 3, 2025**  
**Work Session Minutes**

**Present**

Timothy H Sullivan	Village Clerk Jill Valli
Deputy Mayor Scott Edwards	Village Treasurer Kelly Duffy
Trustee Carl Prizzi	
Trustee Lori Lang	
Trustee Megan O'Rourke Schutta	

At 6:45 p.m. a motion was made by Trustee Prizzi seconded by Trustee Lang and carried to open Work Session.

Village Hall Hours on December 24<sup>th</sup> and December 31<sup>st</sup> from 8:30 a.m. to 12:30 p.m. were approved by the Board.

**Resolution #251203** – Approves the minutes of the November 20, 2025 ARB meeting with Work and Executive Sessions.

Motion Trustee Prizzi      Second Trustee Lang

**Resolution #251203A** – Acknowledges that warrants A-2521 and C-2522 have received necessary approvals.

Motion Trustee Lang      Second Trustee Prizzi

**Resolution #251203B** – Authorizes the 2025 DPW Vacation Buybacks per contract.

Motion Trustee Prizzi      Second Trustee Megan O'Rourke Schutta

**Resolution #251203C** – SUPERSEDES resolution 251105M Accepts the bid via Municibid for the 2009 Chrysler Dodge Charger in the amount of \$ 3,900.00

Motion Trustee Prizzi      Second Trustee Megan O'Rourke Schutta

**Resolution #251203D** - Authorizes the budget transfer for the purchase of new studio equipment for Malverne TV.

Motion Trustee Prizzi      Second Trustee Megan O'Rourke Schutta

**Resolution #251203E** - Accepts receipt of a \$3,750.00 grant from Buckle Up NY and accompanying budget transfers

Motion Trustee Lang      Second Trustee Prizzi

**Resolution #251203F** – Approves the change order and reallocation of funds for the MFD Façade and Interior Work Project.

Motion Trustee Lang      Second Megan O'Rourke Schutta.

**Resolution #251203G** - Approves payment #2 for the MFD Façade and Interior Work

Project to A & E Construction in the amount of \$25,200.

Motion Trustee Lang      Second Trustee Prizzi

**Resolution #251203H** – Authorizes the payment in the amount of \$300 to the Nassau

County Board of Health regarding case number 220512.

Motion Trustee Prizzi      Second Trustee Lang

**Resolution #251203I** - Authorizes the Mayor and the Village Treasurer to sign the attached Management Representation letter with RBT Certified Public Accountants.

Motion Trustee Lang      Second Trustee Deputy Mayor Edwards

Trustee Lang reviewed the proposed zoning code revisions with the Board.

Trustee O'Rourke-Schutta discussed preliminary plans for a 1<sup>st</sup> floor bathroom at the Library.

At 7:15 p.m. a motion was made by Trustee Prizzi seconded by Trustee Lang and carried to close Work Session.